

February 25, 2008

Mr. Dennis Jelle, Chairman  
Town of Blue Mounds (Dane County)  
10560 Blue Rock Road  
Mt. Horeb, WI 53572

Dear Mr. Jelle,

I am pleased to inform you that the Town of Blue Mounds has been delegated agent status in accordance with Wisconsin Administrative Code, s. Comm 61.60(5)(c), for commercial building code enforcement. Your municipality will have primary responsibility to do plan review and inspections of small commercial building projects to be constructed within the limits of the municipality (new buildings and their additions totaling not more than 50,000 cubic feet and alterations affecting 100,000 cubic feet or less) and authorization per s. 101.12(3)(g), Wis Stats., to do inspections only of all size buildings in lieu of the department. Your municipality adopts for enforcement the current editions of the Wisconsin Commercial Building Code, which at this time are, Chs. Comm 60 – 66, and Buildings Constructed Prior to 1914, Chs. Comm 75-79.

Your municipality has also been delegated the responsibility for inspecting all commercial buildings located within the Town of Blue Mounds. An exception to the above is that our agency retains jurisdiction for plan review and inspection authority for all state-owned buildings.

Your municipality shall follow the plan examination and inspection procedures under Comm 61 subchapter III and s. Comm 61.41. Municipalities may refer more complex projects to our agency as needed. We will periodically monitor your municipality or request activity reports to ensure that our delegated responsibilities are being properly fulfilled by the municipality. A certified municipality or county may waive its jurisdiction for the plan review of a specific project or types of projects, or components thereof, in which case plans and specifications shall be submitted to the department for review and approval.

I understand that Wayne Murwin (Independent Inspections, Ltd.) will be responsible for plan review and inspections and has the proper certification to do so. We do require that inspectors fulfill continuing education obligations to maintain their certification.

We will begin work on a press release announcing this action so that building owners and designers will know where to submit plans. Our agent municipality program manager Henry Kosarzycki is available to meet with you and your inspector to discuss our procedures for state reviews and inspections in delegated agent municipalities, he can be reached at 608-212-0138.

The Division of Safety and Buildings looks forward to working with you.

Sincerely,

Gregory C. Jones  
Division Administrator

cc. Henry Kosarzycki, Auditor and Agent Program Manager  
Robert DuPont, Director, Bureau of Program Development  
Randy Baldwin, Director, Bureau of Integrated Services  
Amanda Jutrzonka, Office of Public Information